



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: September 8, 2020

Report Number: CS-2020-28

Subject: Health and Safety Policy No. 7 Annual Review

Recommendations

It is recommended:

That Health and Safety Policy No. 7, as reviewed for the year 2020, in accordance with Section 25(2)(j) of the *Occupational Health and Safety Act*, be approved;

And that Health and Safety Policy No. 7 be posted in all Municipal Buildings.

Background

Section 25(2)(j) of the *Occupational Health and Safety Act, R.S.O. 1990, c.0.1.* (Act), states an employer shall “prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy.”

Comments

Health and Safety Policy No. 7

The Health and Safety Policy states:

“The Corporation of the Town of Tecumseh is vitally interested in the health and safety of its employees. A major ongoing objective is to protect employees from workplace injury or illness. The Corporation of the Town of Tecumseh makes every effort to provide a healthy and safe work environment. All supervisors and workers must be dedicated to the objective of reducing the risk of injury and illness.”

As the employer, the Corporation is ultimately responsible for the health and safety of all of its workers.

The Chief Administrative Officer and Members of Council are committed to taking every reasonable precaution to protect workers from harm.

Directors and Managers are accountable for the health and safety of workers under their supervision and are responsible for ensuring that machinery and equipment are safe, and that workers follow established safe work practices and procedures.

All employees must receive adequate training in their specific work tasks to protect their health and safety. All employees have received the training necessary for their respective positions within the Corporation.

Every employee, sub-contractor and employee of a sub-contractor must also protect his/her own health and safety by following the law, and the Corporation's safe work practices and procedures. Additionally, they must report all hazards immediately to a Director and/or Manager.

In accordance with the Act, the Health and Safety Policy has been reviewed by the Joint Health and Safety Committee. The Policy has also been examined by the Corporation's Health and Safety Consultant, Dunk & Associates.

There have been no recommended changes to the Policy for 2020.

A copy of the Health and Safety Policy is attached as [Appendix 1](#).

Consultations

Joint Health and Safety Advisory Committee
Dunk & Associates, Health and Safety Consultant

Financial Implications

There are no direct cost implications associated with these Policies. Good health and safety practices/procedures, as well as employee training, all help to prevent workplace injuries. Workplace injuries can create financial implications as a result of loss of work and employee health care.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
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- Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
- Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
- Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
- Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
- Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Sue White
Administrative Assistant to Director Corporate
Services & Clerk

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

**Attachment
Number**

**Attachment
Name**

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Policy No. 7 – Health and Safety Policy